



ADMINISTRATIVE OFFICE OF THE  
UNITED STATES COURTS

JAMES C. DUFF  
Director

WASHINGTON, D.C. 20544

GLEN K. PALMAN  
Chief

Bankruptcy Court  
Administration Division

December 21, 2006

MEMORANDUM

TO: Clerks, United States Bankruptcy Courts

FROM: Glen K. Palman *Glen K. Palman*

RE: Pay.gov Change Effective February 1, 2007 (**ACTION**)

Beginning February 1, 2007, all district and bankruptcy court CM/ECF users that pay fees through the Pay.gov system will be required to complete the security code field to complete the transaction. Please inform your CM/ECF users of this change.

The Bankruptcy CM/ECF Working Group suggested this security enhancement after an erroneous credit card charge appeared on an individual's statement. After investigation, it was determined that a CM/ECF user transposed his or her credit card numbers and matched the expiration date; and the charge to another person was approved for payment. The Working Group requested that the security code field be made mandatory to protect credit card holders from erroneous charges. No CM/ECF software changes or additional fees to the judiciary will be incurred to implement this change.

Please contact the Pay.gov support desk at 800-624-1373 or Tom Lane, BCAD, at 202-502-1540 if you have any questions.